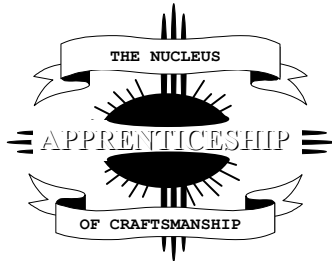




**STANDARDS OF APPRENTICESHIP
adopted by**

DISPENSING OPTICIAN JOINT APPRENTICESHIP TRAINING COMMITTEE

<u>Skilled Occupational Objective(s):</u>	<u>(sponsor)</u>	<u>DOT</u>	<u>Term</u>
DISPENSING OPTICIAN		299.361-010	6000 HOURS



APPROVED BY
Washington State Apprenticeship and Training Council
REGISTERED WITH
Apprenticeship Section of Specialty Compliance Services Division
Washington State Department Labor and Industries
Post Office Box 44530
Olympia, Washington 98504-4530

APPROVAL:

JANUARY 22, 1999

Initial Approval

By: LAFRANK NEWELL

Chairman of Council

JANUARY 17, 2003

Addendum Amended

By: PATRICK WOODS

Secretary of Council

JANUARY 17, 2003

Committee Amended

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NOTE: THE FOLLOWING ADDENDUM SHALL BE SPECIFIED TO THE GROUP JOINT APPRENTICESHIP AND TRAINING COMMITTEE AND ITS CRAFTS AND PROBLEMS.

1. GEOGRAPHICAL AREA COVERED:

The area covered by these standards shall be Washington State.

2. MINIMUM QUALIFICATIONS:

Age: Applicants shall be at least eighteen (18) years of age.
Education: All applicants shall be high school graduates or provide proof of equivalent education attainment through such means as an official report of successful results of the G.E.D. tests.
Physical: Applicants shall not be considered if they have a physical condition sufficient to impair the person's safety or the safety of others on the job.
Testing: None
Other: Must be registered as required with the Washington State Department of Health (Dispensing Optician Licensing Division).

3. CONDUCT OF PROGRAM UNDER WASHINGTON EQUAL EMPLOYMENT OPPORTUNITY PLAN:

A. Selection Procedures:

Employers participating in the Dispensing Opticians Joint Apprenticeship Training Committee's apprenticeship program shall submit to the JATC a list of current employees that are eligible for participation in the dispensing Opticians Apprenticeship Program. The JATC shall select apprentices from the list submitted by the employer.

1. Interviews will be scheduled and the applicants notified 20 days prior to appointment. Interviews to be conducted at Highline Community College in Des Moines, Washington in opticians classroom space.
2. Each applicant will be asked a series of identical questions by equal members of employer and employee representatives (members of Dispensing Optician JATC - Committee members).
3. Each committee member will record the applicant's numeric score on a designated score sheet which will be kept on file. The applicant's total score will be recorded and each committee member will sign and date the score sheet.
4. The applicants that each employer supplies will be ranked in order by score and submitted to that employer in a ranked order by score.

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B. Affirmative Action Plan:

Cooperate and counsel with secondary, vocational, community and technical schools concerning the needs of the industry and how to encourage females, minority groups, and the economically disadvantaged to enter into the optician apprenticeship program.

Disseminate information within the industry to acquaint all involved with the goals of the apprenticeship program and to affect cooperation.

As required by state and federal law grant credit for previous trade experience of trade-related courses for all applicants equally.

4. TERM OF APPRENTICESHIP:

The term of apprenticeship shall be 6000 hours of employment. After this time, the apprentice will be eligible to apply for and take the licensing examination for Dispensing Opticians as administered by the Washington State Department of Health.

5. PROBATIONARY PERIOD:

The probationary period shall be the first 1000 hours of employment as a registered apprentice. During such period, either party to the agreement may terminate the apprenticeship agreement upon written notice.

6. RATIO OF APPRENTICES TO JOURNEYMEN:

The ratio of apprentices to licensee shall be two (2) apprentices to one (1) licensee. Licensee holders will be considered journey-level supervisors for the purpose of the ratio.

7. WAGE PROGRESSION:

Apprentice shall be paid on the following percentage in accordance with WAC 296-04-270 (2) (c):

- 1st period - 2000 hours, a minimum of 60% of Licensed Optician rate.
- 2nd period - 2000 hours, a minimum of 70% of Licensed Optician rate.
- 3rd period - 2000 hours, a minimum of 80% of Licensed Optician rate.

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8. WORK PROCESSES:

<u>Dispensing Optician</u> D.O.T. #299.361-010	<u>APPROXIMATE HOURS</u>
Collect and analyze data	500
Fit and dispense spectacles, spectacle lens, and other ophthalmic devices (excluding contact lenses).....	2000
Fabricate ophthalmic products.....	1000
Fit and dispense contact lens	1500
Operate and maintain equipment	500
Perform administrative duties	500
TOTAL HOURS:	<u>6000</u>

ALL OF THE FOREGOING WORK EXPERIENCE AS HEREIN NOTED IS UNDERSTOOD TO MEAN AS IT PERTAINS TO THE TRADE HEREIN INVOLVED IN THESE STANDARDS.

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9. RELATED/SUPPLEMENTAL INSTRUCTION:

- A. Each apprentice shall enroll in and attend classes in subjects related to this trade as approved by the State Board for Community and Technical Colleges, for a minimum of 144 hours per year.
- B. The methods of related/supplemental training shall consist of one or more of the following:
 - (X) Supervised field trips
 - (X) Approved training seminars
 - (X) A combination of home study and approved correspondence courses
 - () Technical College
 - (X) Community College
 - () Training trust
 - (X) Other (specify)
 - Any approved company training program.
 - Any approved distance learning program.
- C. Hours 144
The apprentice is responsible for any fees incurred for the above training.
- D. Satisfactory progress must be maintained in related training classes. (See Section 10, Administrative/Disciplinary Procedures).

10. ADMINISTRATIVE/DISCIPLINARY PROCEDURES:

- A. In case of failure on the part of the apprentice to fulfill his/her obligation to maintain satisfactory classroom attendance, grades, and job performance evaluations, the Apprenticeship Committee shall have the authority to discipline, suspend, or cancel the apprentice's agreement. The employer agrees to carry out the instructions of the Committee in this regard. The apprentice agrees to abide by any such determination by the Committee.
- B. The apprentice shall be evaluated by the Committee a minimum of once each calendar year to determine eligibility for advancement in his/her training program and receive the next scheduled pay increase. In these evaluations, consideration shall be given to apprenticeship training attendance, progress and daily employment records of the apprentice. Failure to achieve a passing grade on these evaluations may result in an extension of the apprentice's completion date

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and a corresponding delay in the apprentice's next pay increase as deemed necessary by the Committee.

- C. Unexcused related/supplemental instruction absences may be cause for disciplinary action, suspension, or cancellation of the apprentice's agreement.
- D. If the apprentice fails to appear before the Apprenticeship Committee after due notice, disciplinary action may be invoked.

11. COMPOSITION OF COMMITTEE AND ALTERNATE(S):

The Employer Representatives Shall Be:

Rhonda Evans, Chair
999 Lake Dr.
Issaquah, WA 98027

Carol Doherty
17646 First Avenue South
Burien, WA 98148

Russ Igoe
3626 Kings Way SE
Olympia, WA 98501

The Employee Representatives Shall Be

Dennis Prescott, Secretary
c/o Group Health See Center
2560 152nd Avenue NE, Suite A
Redmond, WA 98052

Dianne Ebsworth
15024 39th Avenue NE
Lake Forest Park, WA 98155

Janis Quinn
10905 126th Avenue NE
Kirkland, WA 98033

12. SUBCOMMITTEE(S):

To be established.

13. TRAINING DIRECTOR/COORDINATOR:

Devi Jorgenson
PO Box 66276
Burien, WA 98166